

Case for Reqs/Std:

- _ CR2.12 QEP
- _ CS3.3.2 QEP outcomes*
- _ QEP DOCUMENT



**ALAMO
COLLEGES**

ST. PHILIP'S COLLEGE


SACSCOC REAFFIRMATION 2016 Agenda/Minutes

**QUALITY ENHANCEMENT PLAN
CORE TEAM AGENDA/MINUTES
DATE: 6/16/2015**



*Southern Association of Colleges and Schools
Commission on Colleges*

ITEM	TIME	AGENDA ITEM	PRINCIPLE	ACTIONS	NOTES	ESCALATION ISSUE Y/N
	2:00	1		Review/approve 6-2-15 Core Team Minutes	Minutes were approved as submitted.	
	2:05	2		Status of QEP Proposal	The QEP Proposal is complete except for minor revisions. It includes Dr. Davis' syllabus.	
	2:10	3		Review and discuss new PR design for EDM cards/bookmarks	The design that has been selected for use is the narrower card with the wider logo.	
	2:15	4		Discuss Phi Theta Kappa EDM video production	The group is planning to tie in both the EDM process with Title IX information. Skit topics include bullying, sexual harassment, and theft. The video will be close-captioned. The group is to come up with the outline of the skits and will send to Professor Fuller for suggestions/feedback.	
	2:40	5		Discuss framework for Learning/Share Commons	Dr. Davis wants to get input from those participating in the pilot faculty workshop and will send an invitation to those persons to get together sometime next week. There was concern that staff are not being included in the Learning Commons but Dr. Davis assured the committee that anyone can access the Learning Commons through the URL. Dr. Davis will ask Luis Lopez for a shell in order to add content which will include background information, the story of QEP, and resources from the final QEP proposal.	
	3: 10	6		Discuss upcoming presentation schedule Jun 22 Good to Great Follow-up Retreat Jun 23 Staff Luncheon – review presentation Aug 14 Chair Academy Aug 15 All College Meeting	Good to Great Retreat is from 7:30-4:30 and they are requesting a brief update on QEP which will be provided by Irene Young. The staff luncheon date is corrected to be June 24 th and Irene Young will give a brief presentation and	

			<p>Aug 18 QEP Retreat Repeat Aug 19 QEP Pilot Faculty Workshop Oct 28 Employee Development Day</p>	<p>pass out the new cards/bookmarks. The Chair Academy wants a brief 30 minute presentation and the presenter will be chosen at a later date. At the All College Meeting Professors Fuller and Hill will present a case study focusing on the relationship between faculty/staff and student. Dr. Loston will present a case study focusing on the relationship between employer/employee. Discussion related to the QEP Retreat Repeat was deferred.</p>	
	3:25	7	<p>Review updated agenda for Pilot Faculty Workshop, discuss possible deliverables from faculty participants</p>	<p>The agenda was tweaked. Five minutes was deducted from the segment on “why teach EDM and what is EDM?” Jill Zimmerman will be identifying resources in this segment which will include the Learning Commons. Five minutes was added to the segment on “how to develop a quality assignment that is assessible” and Sean Nighbert volunteered to be responsible for this since many of those needing this information are from his Department. Five minutes was added to the report out of small groups. The summary/closing/evaluation will occur at noon. All agreed that these time changes would improve the flow without participants feeling rushed. Participants will be asked to bring a current assignment as a starting point in developing an assessible assignment.</p>	
	3:45	8	<p>Discuss Employee Development Day - Faculty Workshop v. EDM ‘showcase’</p>	<p>Another option was presented which includes a panel discussion with community representatives from each Division. Each would be allowed a small amount of time for introduction of their EDM focus. Potential questions could be provided to panel members in advance and audience questions would be included. It was agreed the moderator would need to be experienced in facilitating this type of event.</p>	
	3:55	9	<p>Next steps/suggestions</p>		
			<p>Jill Dehoog, Recorder Irene Young, Chair</p>		